



METHODOLOGICA
UNIVERSITAS

2007

Département de Méthodologie

Progarmme 2016-2017

■ Département de Méthodologie appliquée

■ A propos

Le département de Méthodologie appliquée est le département le plus important de Methodologica Universitas.

Il propose, comme les autres départements de l'école, un programme multilingue dans le cadre de cours, séminaires et ateliers pratiques sur la méthodologie générale et les techniques de base et spécifiques.

Le Département de Méthodologie appliquée a été mis en place en décembre 2007 avec un programme spécifique développé depuis et adapté aux besoins des étudiants et chercheurs et également pour tous ceux qui souhaitent apprendre la méthodologie pratique et théorique appliquée à un domaine des sciences humaines.

Ce département réunit des spécialistes et enseignants de méthodologie et dispose de moyens spécifiques pour assurer l'enseignement théorique et pratique de la méthodologie.

Le Département de méthodologie appliquée est guidé par des considérations académiques et stratégiques et par l'importance de l'enseignement et de la formation, pour la promotion de la méthodologie et de l'éducation des ressources humaines.

Le Département développe ses relations avec d'autres organisations spécialisées en méthodologie, principalement en Europe mais aussi dans d'autres pays du monde, et sera, le cas échéant, susceptible de lancer des activités de coopération avec ces organisations.

■ Objectifs

L'objectif principal du Département de Méthodologie appliquée peut être résumé ainsi :

- Enseignement de la méthodologie appliquée,
- Réalisation de projets et rapports de recherche approfondie,
- Édition et publication de travaux de recherches en méthodologie,
- Coopération avec des chercheurs universitaires et spécialistes internationaux,
- Mise en réseau des enseignants et des chercheurs du Département permettant aux membres d'échanger leurs informations et opinions,
- Organisation de conférences, séminaires, colloques et tout autre événement public dont l'objectif serait la contribution au rayonnement de la méthodologie appliquée,
- Développement et élargissement de la coopération

■ Department of Methodology

■ About

The department of applied methodology is the largest department at Methodologica Universitas.

It offers, like other departments, a multilingual programme through courses, seminars and workshops on general methodology and basic and specific techniques.

The department of methodology has been created in December 2007 with a specific programme that has been developed since and adapted to the needs of students and researchers and also to the needs of all those who want to learn the practical and theoretical methodology in different areas of the humanities.

This department brings together specialist teaching methodology. It has the means to ensure the theoretical and practical methodology.

By achieving its objectives, the Department of methodology will be guided by academic and strategic considerations and the importance of education and training, to promote the methodology and education of human resources.

The Department is developing its relations with other organizations in the field of methodology, mainly in Europe but also in other parts of the world, and will be likely to launch cooperative activities with these organizations.

■ Objectives

The main objective of the Department of applied methodology can be summarized as:

- Teaching the applied methodology,
- Achievement of extensive research projects and reports,
- Publication of research work in methodology,
- Cooperation with academics and international experts,
- Networking of teachers and researchers of the Department allowing members to exchange information and opinions,
- Organization of conferences, seminars, symposia and other public events whose objective would be to contribute to the influence of applied methodology,
- Development and expansion of cooperation in the fields of basic research,
- Promoting the mobility of researchers and the free

dans les domaines de la recherche fondamentale,
- Promotion de la mobilité des chercheurs et de la libre circulation des idées et de l'information.

■ Activités :

□ Enseignement

Le Département de Méthodologie appliquée se focalise de prime abord sur l'enseignement de la Méthodologie dans diverses disciplines. Ces enseignements seront théoriques et s'effectueront dans le cadre d'ateliers pratiques d'analyse et de traitement des données.

□ Formation

Le Département de Méthodologie appliquée organise également des sessions de formation spécialisée afin de sensibiliser et de former les chercheurs et cadres des institutions publiques et privées. Le Département voit la contribution qu'il apporte à la formation par la recherche de jeunes doctorants comme l'une de ses tâches essentielles, menée en étroite relation avec les écoles doctorales dont il est partenaire.

□ Organisation de colloques, conférences et ateliers

L'organisation de colloques, tables rondes et surtout conférence-formation fait partie des activités du Département.

□ Recherche

Par le biais de ses chercheurs et chercheurs associés le département réalise des projets de recherche en méthodologie des sciences humaines.

■ Publication

Le département est en cours de publier un livre de référence en méthodologie et continuera également à publier sa propre revue pluridisciplinaire électronique comprenant des articles dans différentes filières de méthodologie.

■ Projets

Le Département de Méthodologie appliquée réalise des projets de recherche en histoire et en méthodologie des sciences historiques.

- Cours et formations pratiques pour les jeunes chercheurs et les historiens dans les domaines de paléographie, recherches sur différents types de documents historiques (document, photos, manuscrits) en différentes langues.

- Recherche et publication de dictionnaires et

flow of ideas and information.

■ Activities:

□ Education

The Department of Applied methodology focuses at first on the teaching of methodology in various disciplines. These teachings are theoretical and will be provided within the framework of workshops of analysis and data processing.

□ Training

The Department of Applied methodology also organizes various specialized training sessions for researchers and managers from public and private institutions. The Department sees its contribution to the education through young PhD students' research as one of its essential tasks, conducted in close relationship with its academic partners.

□ Organization of seminars, conferences and workshops

The organization of seminars, roundtables and especially workshops is part of the department's activities.

□ Research

Through its researchers and associated researchers the department conducts research on the methodology of the humanities.

■ Publication

The department will release a methodology reference book. This department also continues its own electronic multidisciplinary journal presenting articles in different fields of methodology.

■ Projects

The Department of Applied methodology conducts research in history and the methodology of the historical sciences.

- Course and practical training for young researchers and historians in the field of palaeography, research on different types of historical documents (documents, photos, manuscripts) in different languages.

- Research and publication of dictionaries and

encyclopédies

- Mise en place d'une base de données et une bibliothèque virtuelles de documents historiques.

encyclopedias.

- Developing a data base and a virtual library dedicated to historical documents.

Méthodologie de recherche (1) Research methodology



- Course code: **MTH / CP / 100**
- Course available as of : **2016** (throughout the year)
- Type of training: **In-class, distance course**
- Language Training: **French**
- Number of course: **10 sessions**
- Workshop: **2**

Requirements

A basic knowledge of humanities would be an asset but it is not mandatory.

Public targeted

This course is addressed to young researcher and the students of humanities who do not have a strong knowledge of research methodology and who prepare their thesis.

Targeted skills

Apply the technical and practical method in humanities.

Course objectives

The goal of this course is to teach the basis of methodology of humanities.

Training content

- Development research,
- Technical review and advice for the preparation and presentation of the defense thesis,
- Academic dissertation of humanities (communication skills and presentation techniques for the preparation and writing of an academic presentation in French).
- Academic oral presentation and written in French,
- Multidisciplinary research methodology,
- Principles, theories and methods of multidisciplinary studies
- Theories, practices, methods and tools of interdisciplinary studies, and case study methods (case study)

Certification title

A certificate "Méthodologie de recherche (level 3)" to be delivered at the end of the training upon completion of the training assessment.

Keywords

Methodology, thesis, dissertation, academic, presentation; French, research

Professor: Dr. D. Delfani

Director of Methodologica Universitas



Méthodologie de recherche

Research methodology



- Course code: **MTH / CP / 102**
- Course available as of: **2016** (throughout the year)
- Type of training: **In-class, distance course**
- Language Training: **French**
- Number of course: **10 sessions**
- Workshop: **2**

Requirements

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- Principles, theories and methods of multidisciplinary studies
- Theories, practices, methods and tools of interdisciplinary studies,
- Principles, theories and case study methods (case study)

Certification title

A certificate “**Méthodologie de recherche (level 3)**” to be delivered at the end of the training upon completion of the training assessment.

Keywords

Humanities, dissertation, methodology ,



Commentry on the texte

Commentaire composé



- Module code: **MTH / ML/ 104**
- Course available as of: **2016** (throughout the year)
- Type of training: **In-class**
- Language Training: **French**
- Number of course: **3 sessions**
- Workshop: **1**

Module descriptions:

Base of the commentry of texte , the methode for preparation of a commentry, analyse for assessment in the oral commentary, textual commentary, contextualising, summarising, formal analysis, content analysis,

 Contraction of text

Contraction de texte



- Module N°: **MTH / ML/ 105**
- Date and Time: **2016** (all year)
- Type of training: **In-face,**
- Language Training: **French**
- Length of courses: **2 session** (2 hours / 1 week)

Module descriptions:

Reading and comprehension, cursive reading, active reading, cutting text, words and phrases liaison writing. Positive contractions, negative contractions, other contractions, informal contractions

 Choice of subject and methodology

Choix du sujet et de la méthodologie



- Module code: **MTH / ML/ 106**
- Course available as of: **2016** (throughout the year)
- Type of training: **In-class**
- Language Training: **French**
- Number of course: **3 sessions**
- Workshop: **1**

Module descriptions:

Defining and redefining the terms of the subject, the subject formulation, technical comparison of the research topic. Find the methodology adpeted to topic and subject. Choices alternatives

Problem, hypothesis and research question

Problématique, hypothèse et question de recherche



- Module N°: **MTH / ML/ 107**
- Date and Time: **2016** (all year)
- Type of training: **In-face,**
- Language Training: **French**
- Length of courses: **3session** (3 hours / 1 week)

Module descriptions:

Definition of problematic, construction the problematic, problematization, approaches the problematic, choice of "problematic". Definition of hypotheses, formulate the research's question.

 Research structure

Structure de recherche



- Module code: **MTH / ML/ 108**
- Course available as of: **2016** (throughout the year)
- Type of training: **In-class**
- Language Training: **French**
- Number of course: **3 sessions**
- Workshop: **1**

Module descriptions:

Creating a structure/plan. Stages of the construction plan, work plan, analytic plan and final plan, adapted style, organization of the chapters, subchapters, choice of the titles, examining the structure.

 Academic writing

Rédaction universitaire



- Module N°: **MTH / ML/ 109**
- Date and Time: **2016** (all year)
- Type of training: **In-face,**
- Language Training: **French**
- Length of courses: **3 sessions** (3 hours / 1 week)
- Workshop: **1**

Module descriptions:

Development of ideas and theories, philosophical writing, analytical mind, argumentation, transmission of ideas and data, technical academic writing

Bibliography and research sources

Bibliographie et sources de recherche



- Module code: **MTH / ML/ 110**
- Course available as of : **2016** (throughout the year)
- Type of training: **In-class**
- Language Training: **French**
- Number of course: **2 sessions**

Module descriptions:

Source analysis, reference methods, presentation of the bibliography.

 Critical analysis of research

Analyse et critique de recherche



- Module N°: **MTH / ML/ 111**
- Date and Time: **2015** (all year)
- Type of training: **In-face,**
- Language Training: **French**
- Length of courses: **3session** (3 hours / 1 week)
- Workshop: -

Module descriptions:

Critical of the approach and the results of the research, internal criticism, external criticism.



Marzieh Yazdani (PhD)

Head of Department of methodology
 Professor and researcher
 Methodologica Universitas



François Ameli (PhD)

Department of methodology
 Lawyer and professor
 University of Sorbonne - Paris I



Yaser Mirdamadi (MA)

Department of methodology
 Lecturer and researcher
 University of Edinburgh



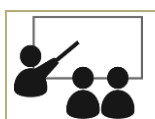
Emma Uprichard (PhD)

Department of methodology
 Associate Professor
 Centre for Interdisciplinary Methodologies
 University of Warwick



Mahdi Farhani Monfared (PhD)

Department of methodology
 Associate professor
 Suffolk University and Northeastern
 University, USA



Cours en présentiel
In-class course



Cours à distance
Distance course



Cours mixte / Hybride
Blended course



Cours en audiovisuel
Audiovisual course



Cours en Webinar
Webinar course



Cours multilingues
Multi language course



Atelier pratique
Workshop



Cours intensif
Intensive course



Methodologica Universitas
279 rue de Vaugirard 75015 Paris - France
www.methodologica.fr
contact@methodologica.fr
00 33 - (0) 6 18 92 11 87
00 33 - (0) 1 73 70 52 22
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